



CITY OF MOBILE
REQUEST FOR QUALIFICATIONS
PROFESSIONAL ELECTRICAL ENGINEERING DESIGN SERVICES
for the Therapeutic and Senior Activity Center
at the former Woodcock School

I. Introduction

The City of Mobile ("City") is seeking qualifications for "Engineering Services" from qualified professionals for proposed improvements at the existing Therapeutic and Senior Activity Center at the former Woodcock School, 261 Rickarby Street, Mobile, AL. The project is funded by a Community Development Block Grant (CDBG).

The contract will begin immediately after selection. Preference will be given to a qualified firm that can start promptly, devote sufficient time, and expedite successful and timely completion of the Project. The award of the consultant engineering contract will be dependent on funding.

II. Scope of Work

It is currently anticipated that the proposed improvements to Woodcock School will require field inspection of existing conditions, design for the repair of and modifications to existing electrical services and panels, wiring and circuitry, lighting, and conformance to electrical Life Safety and Code Compliance issues in a portion of the existing building. The electrical engineering work will involve the issuance of two bid packages, one for the upgrade to existing electrical conditions and one to include the modification of existing toilet and classroom areas. Services will include preparation of Construction Documents, participation during Bidding & Negotiations, and Construction Phase services.

III. Required Professional Qualifications

Engineers interested in performing the work will be considered on the basis of a written response to the Request for Qualifications. All applicants' qualifications submittals must include the following:

1. Statement of the names and duties of the individuals that will be involved in this project and their resumes.
2. Statement of previous experience with similar facilities.
3. Statement of previous experience with City of Mobile facilities.
4. Statement of availability and adequacy, in both number and quality of staff, to perform all functions required for the proposed service.

IV. Submittal of Proposals

Questions concerning this Request for Proposal should be directed to Louis Tooker at (251) 208-7456 or louis.tooker@cityofmobile.org. Responses will be received until 1:00 pm local time on Monday, November 24, 2014. Proposal information may be emailed or provided in hard copy to:

City of Mobile, Architectural Engineering Department
205 Government Street, Suite S-554
P. O. Box 1827, Mobile, Alabama 36633
Attn: Louis Tooker louis.tooker@cityofmobile.org

V. Other Requirements

The firm or individual practitioner must:

1. Have current City of Mobile Business License.
2. Have an established local business office. This office shall be open and staffed for business during normal business hours Monday through Friday. Telephone and fax communication shall be available at all times.
3. The licensed professional must be accessible by telephone and available for consultation between the hours of 8:00 AM and 5:00 PM, Monday through Friday.
4. Furnish Certificate of Insurance as follows:
 - a) General Liability Insurance on a per project basis for each of the following in the minimum amount of:
Bodily Injury - \$1,000,000 each person / \$1,000,000 each occurrence, and
Property Damage - \$1,000,000 per occurrence, or
Combined single limit - \$1,000,000
 - b) Automobile Liability Insurance each in the minimum amount of:
Bodily Injury - \$1,000,000 each person / \$1,000,000 each occurrence, and
Property Damage - \$1,000,000 each occurrence, or
Combined single limit - \$1,000,000
 - c) Excess/Umbrella and Employer's Liability Insurance in the minimum amount of:
Combined single limit - \$1,000,000 each occurrence for bodily injury and/or property damage
 - d) Workmen's Compensation Insurance: Statutory-Amount and coverage required by the State of Alabama
 - e) Professional Liability Insurance in the minimum amount of: \$1,000,000.
 - f) Waiver of Subrogation - All policies of insurance shall be endorsed to waive rights of subrogation in favor of City of Mobile.
 - g) Additional Insured - All policies of insurance, except those referenced under item 4.d, shall be endorsed to name City of Mobile as an Additional Insured
 - h) Primary Insurance - All policies of insurance, except those referenced under item 4.d, shall be endorsed to provide that all such insurances are primary and non-contributing with any other insurance maintained by City of Mobile.
 - i) Certificates of Insurance - Within ten (10) days of receipt of contract paperwork for execution, Consultant shall deliver to the City of Mobile certificates of insurance certifying the existence and limits of the insurance coverages, noting applicable endorsements, described above and shall deliver same and renewals thereof to the City of Mobile. The certificates shall provide that such insurance shall not be subject to cancellation, non-renewal nor material change without 30 days or more (except 10 days for non-payment) prior written notice thereof to the City of Mobile.
5. Affirm, for the duration of the contract, that the firm will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien in the State of Alabama. Evidence of the firm's or individual's enrollment in the federal E-Verify program shall be submitted as a condition of contract approval.
6. The consultant shall provide a Certification of Socially and Economically Disadvantaged Status form at contract award.

This Request for Qualifications is available in its entirety on the City of Mobile's website at www.cityofmobile.org, and at the Department of Architectural Engineering, Government Plaza – South Tower, 5th Floor, Suite S-554, 205 Government Street, Mobile, Alabama 36602.

END REQUEST FOR QUALIFICATIONS